

Environmental Foundation of Jamaica

INFORMATION ON CALL FOR PROPOSALS

CALL 2008: MARCH 2 – APRIL 25

The Environmental Foundation of Jamaica (EFJ) is a grant making institution established to provide funding to NGOs involved in the management and sustainable use of Jamaica's natural resources, and in issues of child survival and child development.

The Call

The "Call" is a public Request for Proposals (RFP) for eligible organisations to submit applications for grant awards. Applications must fit within a theme of the current call.

Application Forms

Application Forms are available at Social Development Commission (SDC) offices and Parish Libraries island-wide as well as from the offices of the EFJ, and on the Internet at www.efj.org.jm

Processing of Proposals

Receipt and Appraisal of proposals involves a four-phase process:

1. **Receipt Notification** - Applicants will be notified of receipt of proposals within five (5) working days of submission.

2. **Screening** - to determine
 - a) If the proposal fits within the theme(s) of the call, and
 - b) If the applicant organisation is eligible for funding.
3. **Review** - to determine suitability for recommendation by the Grant Management Committee.
4. **Approval** by the Board of Directors.

Applicants will be informed on the status of proposals at the end of this process, which is estimated to take **at least 16 weeks**.

Potential grantees/applicants intending to submit proposals for the 2008 Call and who wish to develop their proposal-writing skills are invited to attend one of the three (3) **Proposal Writing Workshops being planned by the EFJ**.

In order to participate in any of these one-day workshops, all interested persons **MUST** pre-register no later than **13 March 2008** by contacting the EFJ offices. Workshops will only be confirmed if numbers are sufficient.

Proposals should fall within the Foundation's two Programme Areas and sub-themes:

ENVIRONMENTAL MANAGEMENT AND NATURAL RESOURCES CONSERVATION The current goal of this programme area is to promote sustainable management of Jamaica's natural resources.	CHILD SURVIVAL AND CHILD DEVELOPMENT The current goal of this programme area is to improve the survival and developmental prospects of children at home, school and play.
<ol style="list-style-type: none"> I. Waste and Water Management with a focus on: <ul style="list-style-type: none"> • Waste Water Recycling and Reuse • Solid Waste Recycling • Hazardous Waste Management • Community systems for efficient/effective use of water (e.g. water harvesting systems and water savings) II. Alternative Energy Systems with a focus on: <ul style="list-style-type: none"> • Installing Alternative Energy Systems (with special emphasis on Hybrid systems- wind, solar, biogas) 	<ol style="list-style-type: none"> I. Early Childhood Interventions (for Children 0-8 years) with a focus on: <ul style="list-style-type: none"> • Training of Professionals in the field (emphasis on Institutional Arrangements, and specialized training) • Enrichment programmes to benefit children • Early stimulation and training of parents and caregivers • Provisions for long term programmes for early detection of special learning needs and disabilities (e.g. dyslexia, sight, hearing)

<p>III. Watershed and Coastal Zone Management with a focus on:</p> <ul style="list-style-type: none"> • Upper Watershed Reforestation and Management (including techniques to reduce soil erosion & improved farming practices) • Beach Management • Coastal Habitat Protection <p>IV. Biological Diversity with a focus on:</p> <ul style="list-style-type: none"> • Habitat Conservation and Management • Endemic & Endangered Species Conservation & Management <p>V. Community Green Spaces: (e.g. upgrade/establishment of community parks for aesthetic and social value)</p>	<p>II. Children in Challenging Circumstances with a focus on:</p> <ul style="list-style-type: none"> • Abandoned and Institutionalised Children (e.g. street children, working children, children in Homes and Places of Safety) • Abuse and Violence Prevention (e.g. prevention of sexual, emotional & drug abuse) • Adolescents-at-Risk (e.g. training programmes for Youth 18 & under) <p>III. Children With Special Needs and Disabilities with a focus on:</p> <ul style="list-style-type: none"> • Accommodations and Facilities (e.g. ramps, rails, etc.) • Development Programmes/Therapies (e.g. assessment, intervention) • Equipment (e.g. specialized chairs, machines)
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Approval Criteria

Proposals that focus on public education and awareness within ALL the theme areas are welcomed. Project proposals should be aligned with national priorities, deal with systemic issues, and produce replicable and/or sustainable results. Projects, which demonstrate collaboration and partnerships, (financial or otherwise) are strongly encouraged. Budgets must be appropriate. Only a maximum equivalent to US\$100,000 can be approved per grant.

Guidelines for Application

Applicants must prepare proposals in accordance with the EFJ format shown on the form **Call 2008**. Forms used in previous Calls will not be accepted. **Forms will not be accepted by FAX.**

Proposals for Human Resource Development must be documented in accordance with guidelines on **Form GA2**.

All sections of the Call 2008 form must be completed for consideration.

- Either Section 1 or 2 of the GA2 form must be completed along with Section 3.
- Where a word limit is indicated on either form, the limit is **NOT** to be exceeded.

Proposals, which do not meet the guidelines, will not be considered.

Additional Information

Proposals must be signed and submitted in duplicate to the EFJ office address, or by email (grants@efj.org.jm) *no later than 3:30 pm* on the last date published for the Call (**Friday, April 25, 2008**). As Grant awards are made on the merit of the proposal, please ensure that the information recorded is clear and accurate, and justifies your request.

You are welcome to discuss your queries or needs with any of the following Programme Staff at the Foundation:

- Karen McDonald Gayle
- Derrick Gayle
- Elecia Myers
- Asha Bobb-Semple
- Charmaine Webber
- Peta-Vonne Golding

Tel: (876) 960-6744; 960-3224; 960-7125; **Fax:** (876) 920-8999

E-mail: grants@efj.org.jm

Website: www.efj.org.jm

Visit our offices 8:30am – 4:30pm. Mondays to Fridays at:

1B Norwood Avenue, Kingston 5.

